



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
CITY SCHOOLS DIVISION OF CABUYAO



MEMORANDUM

TO: OIC – Assistant Schools Division Superintendent
Chief Curriculum Implementation Division
OIC- Chief School Governance and Operations Division
Education Program Supervisors
Public Elementary and Secondary School Heads
Officers- In- Charge
All Others Concerned

FROM: *Doris D. Estalilla*
DORIS DJ. ESTALILLA, Ed.D.
Officer- In- Charge
Schools Division Superintendent

SUBJECT: **ANNOUNCING THE SECOND BATCH OF RECRUITMENT, SELECTION & HIRING OF TEACHER 1 (JUNIOR-SECONDARY- SENIOR HIGH SCHOOL)**

DATE: June 27, 2018

1. The remaining Teacher 1 Items for SY 2018-2019 will be filled up using the 2nd wave of RQA.
2. All interested applicants in the Junior-Secondary-Senior High School may refer to DepEd Order no. 7 s. 2015 and DepEd Order no. 22 s. 2015 in preparation of documents.
3. All documents shall be submitted directly to Human Resource Section, Ms. Jhoanna M. Manzanero. Moreover, incomplete documents during Evaluation and Screening will not be appreciated/ evaluated.
4. See attached Enclosures for Division Selection Committee, Timeline Schedule and Technical working Group. For more details kindly call, us at (049) 545-0793.
5. Immediate dissemination of and strict compliance with this Memorandum is desired.



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Enclosure No.1

OBSERVERS

ENGLISH	MATH	SCIENCE
Jonathan Marquez	Alberto Labigan	Irene Pantonial
Belen Gimutao	Allan Cantalejo	Maria Fe Cantillano
FILIPINO	ARALING PANLIPUNAN	MAPEH/TLE/VALUES
Jonathan Bemabe	Magdalena S. Aragon	Grace Endaya
Jennettee Haro	Reynaldo Talavera	Lourdes Terrones



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Enclosure No.2

DIVISION SELECTION COMMITTEE

The Division Selection Committee shall be composed of the following:
(DO No.7,2015 pp5-6)

For Secondary Schools

Chair: Elvira B. Catangay, Ed. D
OIC- Assistant Schools Division Superintendent

Members: Jose Charlie S. Aloquin – OIC Chief-SGOD
Philip D. Cruz- Education Program Supervisor- ESP
Jonathan Marquez- - Education Program Supervisor- English
Ma. Leonora M. Natividad - Education Program Supervisor- Science
President NAPSSHI
President FTA
President CPESSPA

Secretary: Reyaar L. Cruz – SEPS M&E

TECHNICAL WORKING GROUP

District 1 – Cluster A & B
District 2 – Cluster A & B
District 3 – Cluster A & B
District 4 – Cluster A & B
District 5 – Cluster A & B



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Enclosure No.3

**SCHEDULE OF ACTIVITIES RELATED TO RECRUITMENT, EVALUATION, AND SELECTION OF
NEW TEACHER APPLICANTS FOR TEACHER 1 POSITION**

Important dates to Remember		Processes
1	July 10, 2018	Deadline of submission of documents to HR section.
2	July 11-13, 2018	Review and Evaluation of applicants Education, Teaching experience, LET/PBET Rating and Specialized Training.
3	July 16-17, 2018	Interview, Teaching and Skills Demonstration
4	July 18-20, 2018	Further review and finalization of RQA
5	July 21, 2018 (Tentative)	English Proficiency Test

Teacher Applicants are given only fifteen (15) calendar days after the posting of RQA to submit a letter request for correction to entry (if there is any) to the Office of the Schools Division Superintendent.